

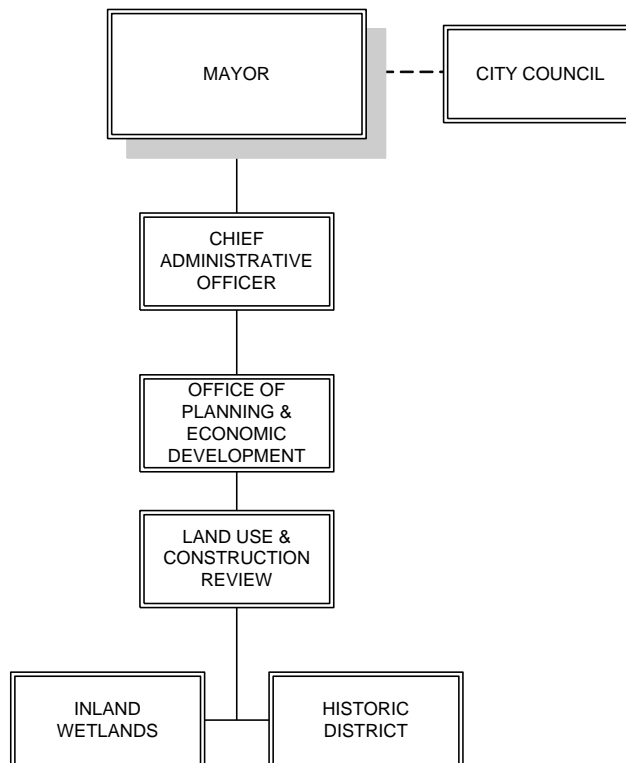
PLANNING & ECONOMIC DEVELOPMENT DIVISIONS

LAND USE & CONSTRUCTION REVIEW

Land Use & Construction Review is responsible for overseeing the land use and regulatory operational function of the City of Bridgeport, including the Building Department and the Planning and Zoning Department. We organize and manage the Design Review Meetings; conduct implementation and management of the One-Stop Permitting Process, including permit tracking; provide information on operations to city leadership in the form of reports, charts, etc. Review applications to land use board and commission for compliance with adopted regulations. Exercise personnel management and budgetary oversight of both the Building and Zoning Departments. Reports to the Mayor on matters of policy. Reports to the Office of Planning and Economic Development on matters of personnel and departmental operations.

MISSION STATEMENT

To promote economic (physical) development by maintaining an efficient internal regulatory system that is responsive to the ever-changing demands of our customers.



GENERAL FUND BUDGET

LUCR

PROGRAM HIGHLIGHTS

SERVICE INDICATORS	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ESTIMATED 2009-2010
LAND USE CONSTRUCTION REVIEW				
Zoning Staff Reports	28	0	0	0
Inland Wetland applications received	15	10	11	15
Average processing time (working days)	60 days	60 days	60 days	60 days
Complaints received	10	15	15	10
Average response time (working days)	4 days	4 days	4 days	4 days
Average resolution time (working days)	15 days	15 days	15 days	15 days
HISTORIC DISTRICT ACTIVITY				
Historic district applications received	45	30	20	25
Complaints heard	5	10	10	10
Enforcement actions	0	0	0	3
Certificates issued	36	30	18	20
Demolition delay order	41	43	30	10
Information requests	156	100	90	80
Information requests filled	156	100	90	80
Meetings	35	23	37	24

Note: The hiring freeze has resulted in an absence of Zoning Staff Reports in recent years.

FY 2010-2011 GOALS

- 1) Hire a design review analyst.
- 2) Provide staff reports to historic commissions.
- 3) Institute over-the-counter design review. The analyst hired will perform reviews to make sure that they meet design standards which would improve the aesthetic quality of projects.
- 4) In conjunction with the Chief Administrative Officer, continue to implement Permitting Software.
- 5) Continue with commission and staff training.
- 6) Amend Wetlands Regulations.
- 7) Identify and recommend changes to zoning regulations.
- 8) Push to fill all vacancies on both historic district commissions.
- 9) Re-print and re-distribute the Homeowner's Guide to the Stratfield Historic District.

FY 2009-2010 GOAL STATUS

- 1) Staff Training.
6 MONTH STATUS: Training will take place within the next two months. A training was scheduled for this month, but was cancelled due to weather.
- 2) Commissioner Training. 4 Trainings offered to Commissioners. Training provided by Lorman, CT Trust for Historic Preservation, UCONN Land Use Training and the CT Bar Association.
6 MONTH STATUS: Commission training is ongoing throughout the year.
- 3) Re-Started Stratfield Historic District Commission. Stratfield Historic Commission resumed on August, 2009. There are now 6 Commissioners that sit on this Board.
6 MONTH STATUS: The board has met two times since re-start and is scheduled to meet again this March.
- 4) Fill all Historic District Commission vacancies.
6 MONTH STATUS: Seek the appointment of commissioners through the Mayor's Office.
- 5) Put Historic District Commission Guidelines on website.
6 MONTH STATUS: Completed.

GENERAL FUND BUDGET

LUCR

PROGRAM HIGHLIGHTS

- 6) Distribute Connecticut General Statutes to all new commissioners as appropriate.
6 MONTH STATUS: Completed.
- 7) Amend Inland Wetlands Regulations.
6 MONTH STATUS: (Pending) - Amending wetland regulations had to await completion of the zoning regulations which were completed as of January 1, 2010. We expect wetland review to begin during the next six months.
- 8) Complete installation of permitting software.
6 MONTH STATUS: Pending the availability of funding.
Project experienced a budget overrun. We are working with the Office of Policy & Management and the Chief Administrative Officer to secure funds to complete implementation of software program.

GENERAL FUND BUDGET

This page left blank intentionally.